



REORGANIZATION PROPOSAL

The Reorganization Proposal form must be completed, signed by your Assistant Administrator/Regional Administrator, and submitted to Troy Boxton, OARM, Office of Human Resources, Policy, Planning and Training Division and to your designated HR Shared Service Center Representative via email for review. Please complete this form in its entirety and submit with all required documents and approvals; forms are available at <http://intranet.epa.gov/ohr/programs/reorg/start.htm>. If you have any questions regarding completion of this form, please see page 2 for Troy's contact information.

A. CONCISE STATEMENT OF CHANGE

FTE

1. Provide an executive summary that succinctly explains the proposed change(s) (one paragraph or less). Office of Chemical Safety and Pollution Prevention (OCSPP)/OSCP is reorganizing to absorb four employees from Office of Enforcement and Compliance Assurance (OECA's) Good Laboratory Practices (GLP) Section and one employee from ORD's Human Studies Review Board (HSRB). OSCP currently has one division: Exposure Assessment, Coordination and Policy Division (EACPD) and one staff element - Scientific Advisory Panel (SAP) and Chemical Safety Advisory Panel (CSAC) whose name will change to Science Advisory Committee on Chemicals (SACC) as a result of the Frank L. Lautenberg Safety for the 21st Century Act-- under the Immediate Office (IO). The HSRB employee will combine with SAP and CSAC to create the Science Review and Consultation Division (SRCD). The GLP staff will be combined with the current EACPD. We also propose to change the name of the EACPD to Science Coordination Policy and Audit Division (SCPAD), which more accurately describes the work of the division. Staff functions of the positions will not change.
2. Describe the title(s) of the unit(s) affected. (1) Office of Chemical Safety and Pollution Prevention, Office of Science Coordination and Policy, IO (includes SAP staff) and Exposure Assessment, Coordination and Policy Division; (2) Office of Enforcement and Compliance Assurance, Monitoring, Assistance and Media Programs Division, Pesticides, Waste & Toxics Branch, Good Laboratory Practices Section; (3) Office of Research and Development, Office of the Science Advisor, Human Studies Review Board.
3. Explain the change purpose (e.g., whether the change is due to a new legislative authority, new program authority or shifts in program emphasis). This change affords the opportunity for increased productivity and efficiency --amount of meetings and audits-- for HSRB and GLP primarily for OCSPP.
4. Discuss the progress to date based on communications with level approvers and discussions with stakeholders, unions, SSCs, etc. Affected employees, their Unions and LER have been notified. OSCP and OECA held meetings with affected employees, their Unions, and LER. OCSPP, OECA and ORD management is in continuous coordination to affect the changes.
5. Describe the benefits of this change(s) to the agency (e.g., increased accountability, enhanced communication and coordination, improved efficiency). The reorganization provides the opportunity for increased efficiency for FACA staff by allowing more meetings of the HSRB, FIFRA SAP and CSAC. Additionally, this will allow for more concentrated and modernized audits of the GLP laboratories for both FIFRA and TSCA.
6. Is there an impact between AA/RA offices, between offices within an AA office or between Regional divisions? Yes. ORD shall permanently transfer an FTE and its associated payroll, WCF, contracts, and travel resources to be apportioned to OSCP annually. OECA shall



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permanently transfer four FTE and its associated payroll to OCSPP/OSCP. Additionally, OECA will transfer \$40 thousand for travel; \$25 thousand in contracts; \$22 thousand in WCF, and \$3 thousand in expenses to OCSPP/OSCP the first year.

B. ANALYSIS OF IMPACT ON PERSONNEL

1. Will there be an impact on the supervisor-to-staff ratio at the AAship/RAship level? (Contact your HRO/PMO for the current ratio). ☒ No ☐ Yes

If yes, please explain and include your present AAship/RAship supervisor-to-staff ratio and the proposed AAship/RAship supervisor-to-staff ratio. 1:8; no change.

2. Will this proposed reorganization: (a) Eliminate positions; No (b) Cause a reduction in force; No (c) Change how positions are graded; Yes. One of the GLP employees is supervisory; however, with the reorganization, more than one supervisor is not feasible for the small division. (d) Add new functional units; Yes. A section will be added with different functions; or (e) Support a VERA/VSIP? No

If yes, please explain.

3. Will there be an impact on the diversity of the organization? ☐ No ☒ Yes

If yes, please explain.

The reorganization increases the diversity in the organization by one.

C. ADMINISTRATIVE ISSUES (Failure to address all administrative issues may result in a delay in the implementation of the reorganization.)

1. Will there be any physical moves of staff? ☐ No ☒ Yes

If yes, please explain. Two of the GLP employees will relocate to OSCP-provided space and two will remain in Lakewood Jefferson, CO. The HSRB employee will relocate to OSCP-provided space.

2. Will new space be required? ☐ No ☒ Yes

If so, have all technical (computer, telecommunications, etc.) needs been assessed? Yes.

3. Will the reorganization require new information systems/technologies, or significant changes to existing ones, and (if so) has it been acquired? ☒ No ☐ Yes

If yes, please explain.

4. Will there be any budgetary impacts? **If yes, please explain in detail.** ☐ No ☒ Yes

Four (4) FTEs and associated payroll will be permanently transferred from OECA/OC to OCSPP/OSCP. Additionally, OECA will transfer \$40 thousand in travel; \$25 thousand in contracts; \$8 thousand in expenses; and \$35k in WCF will be apportioned to OSCP during the first year to support the four affected employees. One FTE will be permanently transferred from ORD/OSA to OCSPP/OSCP, and \$225k in payroll and \$8k in WCF will be apportioned to OSCP the first year to support the transferred FTE.

D. EPA DIRECTIVES

1. Will any Delegations of Authority, Orders or Manuals be affected? ☒ No ☐ Yes

If yes, please explain and attach the directive affected.



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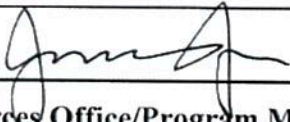
E. ATTACHMENTS *(Use the forms provided)*

1. Staffing Plan Crosswalk (*Use Staffing Plan Template*). Contact your servicing HR SSC for information (*Do not include social security numbers*).
2. Current Organizational Chart.
3. Proposed Organizational Chart (*Must include all organization levels*).
4. Current Functional Statement.
5. Proposed Functional Statement (*Must include all reporting levels*).

Assistant Administrator/Regional Administrator Approval

Name: James (Jim) Jones

Title: Assistant Administrator, OCSPP

Signature: 

Date: 11/14/16

Human Resources Office/Program Management Office Reviewed

Name: Kate Graf

Title: OCSPP PMO

Signature: 

Date: 11/14/16

Human Resources Shared Service Center Approval (Certifies Receipt of this Package)

Name: Kim Crum

Title: HR Specialist (Classification)

Signature:

Date:

Contact Information:

Troy Boxton, Management Analyst
Office of Administration and Resources Management
Office of Human Resources
Policy, Planning and Training Division
Workforce Planning Branch
1200 Pennsylvania Avenue, N.W.
Room 1419 WJC East MC-3600A
Washington, D.C. 20460
Office: (202) 564-7419
Fax: (202) 564-1928
boxton.troy@epa.gov



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E. ATTACHMENTS *(Use the forms provided)*

1. Staffing Plan Crosswalk *(Use Staffing Plan Template)*. Contact your servicing HR SSC for information *(Do not include social security numbers)*.
2. Current Organizational Chart.
3. Proposed Organizational Chart *(Must include all organization levels)*.
4. Current Functional Statement.
5. Proposed Functional Statement *(Must include all reporting levels)*.

Assistant Administrator/Regional Administrator Approval

Name: _____ Title: _____

Signature: _____ Date: _____

Human Resources Office/Program Management Office Reviewed

Name: _____ Title: _____

Signature: _____ Date: _____

Human Resources Shared Service Center Approval *(Certifies Receipt of this Package)*

Name: Kim Crum Title: HR Specialist (Classification)

Signature:  Date: 11/3/16

Contact Information:

Troy Boston, Management Analyst
Office of Administration and Resources Management
Office of Human Resources
Policy, Planning and Training Division
Workforce Planning Branch
1200 Pennsylvania Avenue, N.W.
Room 1419 WJC East MC-3600A
Washington, D.C. 20460
Office: (202) 564-7419
Fax: (202) 564-1928
boston.troy@epa.gov

CURRENT STAFFING PLAN

AAship Name: Office of Chemical Safety and Pollution Prevention (OCSPP) **M0000000**
 Office Name: Office of Science Coordination and Policy (OSCP), Immediate Office
MA000000

Name (Last, First, Middle I)	Position Title	Series	Grade
Barone, Stan .	Acting Director	GS-0401	15
Graves, Inza W.	Deputy Director	GS-0343	15
Wood, Donald	Program Analyst	GS-0343	14
Coates, Joyce	Program Analyst	GS-0343	13
Riddick, Dorris F.	Environmental Protection Specialist	GS-0343	13
Binns-Lewis, Earnestine	Budget Analyst	GS-0560	12
VACANT	Administrative Officer	GS-0341	11

AAship Name: Office of Chemical Safety and Pollution Prevention (OCSPP) **M0000000**
 Office Name: Office of Science Coordination and Policy, Immediate Office,
 Science Review Staff (**MA000000**)

Division Name:

Servicing Organization Number (SON): 3318

Name (Last, First, Middle I)	Position Title	Series	Grade
Bailey, Laura E.	Supervisory Physical Scientist	GS-1301	15
Knott, Steven M.	Chemist	GS 1320	15
VACANT	Biologist	GS 0401	14

AAship Name: Office of Chemical Safety and Pollution Prevention (OCSP) **M0000000**
 Office Name: Office of Science Coordination and Policy (OSCP) **MA000000**
 Division Name: Exposure Assessment, Coordination Division (EACPD) **MAB00000**
Servicing Organization Number (SON): 3318

Name (Last, First, Middle I)	Position Title	Series	Grade
VACANT	Division Director	GS 1301/0401/ 1320	15
Hamernik, Karen	Toxicologist	GS 0415	15
Matten, Sharlene R.	Biologist	GS 0401	14
Vacant	Physical Scientist	GS 1320	14
Markey, Kristan	Chemist	GS 1320	14
Pamela Noyes	Toxicologist	GS0415	14
Wooge, William E.	Environmental Protection Spec	GS 0028	14
Lynn, Scott G.	Fisheries Biologist	GS 0486	13
VACANT	Chemist/Biologist/Toxicologist- (chemoinformatics)	GS 0415/0401/ 1320	12
VACANT	Epidemiologist	GS 0601/	11/12

PROPOSED STAFFING PLAN

AAship Name: Office of Chemical Safety and Pollution Prevention (OCSPP) **M0000000**
 Office Name: Office of Science Coordination and Policy (OSCP), Immediate Office
MA000000

Name (Last, First, Middle I)	Position Title	Series	Grade
Barone, Stan	Acting Director	GS-0401	15
Graves, Inza W.	Deputy Director	GS-0343	15
Wood, Donald	Program Analyst	GS-0343	14
Wooge, William E.	Environmental Protection Specialist	GS 0028	14
Coates, Joyce	Program Analyst	GS-0343	13
Riddick, Dorris F.	Environmental Protection Specialist	GS-0343	13
Binns-Lewis, Earnestine	Budget Analyst	GS-0560	13
VACANT	Administrative Officer	GS-0341	11/12

AAship Name: Office of Chemical Safety and Pollution Prevention (OCSPP) **M0000000**
 Office Name: Office of Science Coordination and Policy (**MA000000**)
 Division Name: Science Review and Consultation Division (SRCD) **MAA00000**
Servicing Organization Number (SON): 3318

Name (Last, First, Middle I)	Position Title	Series	Grade
Bailey, Laura E.	Supervisory Physical Scientist Division Director (acting)	GS-1301	15
Knott, Steven M.	Chemist	GS 1320	15
James Downing	Biologist	GS 0401	14
VACANT (DFO)	Interdisciplinary Biologist/ Chemist/Toxicologist	GS- 0401/132 0/0415	14
VACANT (DFO)	Interdisciplinary Biologist, Chemist, Toxicologist	GS- 0401/132 0/0415	13
VACANT-TERM (DFO)	Physical Scientist	GS 1301	11/12
VACANT-TERM (DFO)	Chemist	GS 1320	11/12
VACANT-TERM (DFO)	Chemist	GS 1320	11/12

Special Govt Employees (SGEs)	Expert Consultants	Series consistent with meeting topic	
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AAship Name: Office of Chemical Safety and Pollution Prevention (OCSPP) **M0000000**
 Office Name: Office of Science Coordination and Policy (OSCP) **MA000000**
 Division Name: Science Coordination Policy and Audit Division (SCPAD) **MAB00000**
Servicing Organization Number (SON): 3318

Name (Last, First, Middle I)	Position Title	Series	Grade
VACANT	Division Director	GS 1301/0401/ 1320	15
Science Coordination Policy EDSP Staff			
Hamernik, Karen	Toxicologist [Team Leader (acting)]	GS 0415	15
Vacant	Physical Scientist	GS 1320	14
Matten, Sharlene R.	Biologist	GS 0401	14
Browne, Patience	Physical Scientist	GS 1320	14
Markey, Kristan	Chemist	GS 1320	14
Pamela Noyes	Toxicologist	GS0415	14
Lynn, Scott G.	Fisheries Biologist	GS 0486	13
VACANT	Interdisciplinary Chemist/ Biologist/Toxicologist (Chemoinformatics)	GS 0415/0401/ 1320	12
VACANT	Epidemiologist	GS 0601/	11/12
VACANT-	Interdisciplinary Toxicologist/ Biologist/Physical Scientist (HTS Neurotoxicology)	GS 0415/0401/ 1301	11/12
Audit Staff			
Liem, Francisca E.	Physical Scientist (Team Leader)	GS 1301	15
Griffin, Elmer H.	Environmental Scientist	GS 1301	13
Lehr, Mark J.	Chemist	GS 1320	13
Myers, Daniel M.	Chemist	GS 1320	13
VACANT-TERM	Interdisciplinary Physical Scientist/Chemist	GS 1301/1320/	11/12
VACANT-TERM	Interdisciplinary Physical Scientist/Chemist	GS 1301/1320/	11/12

VACANT-TERM	Interdisciplinary Physical Scientist/Chemist	GS 1301/1320/	11/12
VACANT-TERM	Interdisciplinary Physical Scientist/Chemist	GS 1301/1320/	11/12

Highlighted positions will be competitively advertised

STAFFING PLAN CROSSWALK FORM

ORGANIZATION NAME: OCSPP, OFFICE OF SCIENCE COORDINATION AND POLICY (OCSPP/OSCP)

NOTE(s): All eight columns must be completed by the program office. See instruction tab for detailed procedures on crosswalk completion. Please briefly explain proposed changes in the notes column, including the use of any standard position descriptions.

PROPOSED: SCIENCE REVIEW AND CONSULTATION DIVISION (SRCD) - MAA00000 (DIFFERENT ORG TITLE; SAME ORG CODE)

(A) Current Org Code	(B) Current Acronym	(C) Name	(D) Current Position Title/Series/Grade	(E) Proposed Position Title/Series/Grade (If Changed)	(F) Empl ID	(G) Realign (L)/Reassign (R)/No Change (NC)	(H) Notes
M000000	IO	Bailey, Laura E.	Supervisory Physical Scientist, GS-1301-15	Division Director (acting)	6580	R	Realign from OSCP IO to SRCD
M000000	IO	Knott, Steven M.	Chemist, GS 1320-15	Chemist, GS 1320-15	33241	R	Realign from OSCP IO to SRCD
M000000	IO	VACANT	Biologist, GS-0401-14	Biologist	19275	R	Realign from OSCP IO to SRCD
NB000000	OSA	James Downing	Biologist, GS-0401-14	Biologist, GS-0401-14	9993	L	Realign from OSA, HSRB to OCSPP, OCSP, SRCD

PROPOSED: SCIENCE COORDINATION POLICY AND AUDIT DIVISION (SCPAD) - MAB00000 (DIFFERENT ORG TITLE; SAME ORG CODE)

BC000000	GLP	Elmer Griffin	Physical Scientist, GS-1301-13	Physical Scientist, GS 1301-13	6922	L	Realign from OECA, OC, GLP to OCSPP, OCSP, SCPAD
MCB00000	GLP	Mark Lehr	Chemist, GS-1320-13	Chemist, GS-1320-13	16738	L	Realign from OECA, OC, GLP to OCSPP, OCSP, SCPAD
MCB00000	GLP	Francisca Liem	Supervisory Physical Scientist, GS-1301-15	Supervisory Physical Scientist, GS-1301-15	11897	L	Realign from OECA, OC, GLP to OCSPP, OCSP, SCPAD
MCB00000	GLP	Daniel Myers	Chemist, GS-1320-13	Chemist, GS-1320-13	16570	L	Realign from OECA, OC, GLP to OCSPP, OCSP, SCPAD

FUNCTIONAL STATEMENT

OFFICE OF THE ASSISTANT ADMINISTRATOR FOR CHEMICAL SAFETY AND POLLUTION PREVENTION (OCSPP). The functions and responsibilities outlined below are assigned to the Assistant Administrator for Chemical Safety and Pollution Prevention and are carried out by officials within OCSPP under his/her supervision.

The Assistant Administrator serves as the principal advisor to the Administrator in matters pertaining to chemical safety, pollution prevention, pesticides and toxic substances, and is responsible for implementing the: Pollution Prevention Act of 1990 (PPA); pesticides and toxic substances programs under the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA); Federal Food, Drug and Cosmetic Act (FFDCA); Toxic Substances Control Act (TSCA); Asbestos School Hazard Abatement Act of 1984 (ASHAA); Asbestos Hazard Emergency Response Act of 1986 (AHERA); Organotin Antifouling Paint Control Act of 1988 (OAPCA); Residential Lead Based Paint Hazard Reduction Act, and promoting coordination of Agency programs engaged in pollution prevention activities.

The Assistant Administrator has responsibility for: establishing Agency strategies for implementation and integration of the pollution prevention, pesticides and the toxic substances programs under applicable Federal statutes; developing and operating Agency programs and policies for assessment and control of pesticides and toxic substances as well as recommending policies and developing programs for implementing the Pollution Prevention Act; developing recommendations for Agency priorities for research, monitoring, regulatory and information-gathering activities relating to implementing the Pollution Prevention Act and pesticides and toxic substances programs; developing robust scientific, technical and economic data for the conduct of hazard assessments and evaluations in support of pollution prevention, pesticides and toxic substances activities; directing appropriate scientific peer review to pollution prevention, pesticides, and toxic substances compliance programs; providing toxic substances and pesticides program guidance to EPA regional offices; and monitoring, evaluating and assessing pesticides and toxic substances program operations in EPA Headquarters and regional offices.

Office of Science Coordination and Policy (OSCP)

The Office of Science Coordination and Policy (OSCP) was created in January 1999 as a third office within the Office of Chemical Safety and Pollution Prevention (OCSPP) to provide advice and leadership on cross-cutting science policy issues and emphasize quality science on emerging scientific and technical issues. The Office aims to assure sound scientific decisions are made regarding safe pesticide and chemical management through the leadership of the Scientific Advisory Panel (SAP): FIFRA Scientific Advisory Panel (website: <http://www.epa.gov/scipoly/sap/>). They also coordinate emerging exposure and hazard assessment topics such as endocrine disruptors: Endocrine Disruptor Screening Program (EDSP) (website: <http://www.epa.gov/scipoly/oscpendo/>).

Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) Scientific Advisory Panel (SAP)

The FIFRA SAP is composed of biologists, statisticians, toxicologists and other experts who provide independent scientific advice to the EPA on a wide-range of health and safety issues related to pesticides. The expertise of the seven members of the FIFRA SAP is augmented by the Food Quality Protection Act (FQPA) Science Review Board (SRB), a pool of scientists who assist in reviews conducted by the Panel. The Federal Advisory Committee Act governs the panel formation process.

Chemical Safety Advisory Committee (CSAC)

The CSAC will provide expert scientific advice, information, and recommendations to the Office of Pollution Prevention and Toxics (OPPT) on the scientific basis for risk assessments, methodologies, and pollution prevention measures or approaches. The primary objectives are to provide expert advice and recommendations to EPA on review of: risk assessments; models; tools; guidance documents; chemical category documents; and other chemical assessment and pollution prevention products.

Exposure Assessment, Coordination and Policy Division (EACPD)

EACPD facilitates the Endocrine Disruptors Screening Program (EDSP). The EDSP was established in 1998 to carry out the mandate in section 408(p) of the FFDCA (21 U.S.C. 346a et. seq.), which directed EPA "to develop a screening program . . . to determine whether certain substances may have an effect in humans that is similar to an effect produced by a naturally-occurring estrogen, or such other endocrine effect as the Administrator may designate."

The program has evolved over the years to incorporate high throughput screening (HTS) and toxicological methods as alternatives to the Tier 1 screening assays which significantly accelerates the pace of screening results for the estrogen pathway for more than 1,800 chemicals, and is developing additional HTS and computational methods for screening chemicals for other endocrine pathways.

FUNCTIONAL STATEMENT

OFFICE: Office of Compliance

HEADQUARTERS OFFICE: Office of Enforcement and Compliance Assurance,
Enforcement Targeting and Data Division

ORGANIZATION HEAD: Lisa Lund, Director
Office of Compliance

REPORTS TO: Cynthia Giles, Assistant Administrator
Office of Enforcement and Compliance Assurance

FUNCTIONS:

IMMEDIATE OFFICE OF THE OFFICE OF COMPLIANCE. The Office of Compliance (OC), under the supervision of a Director, reports to the Assistant Administrator for the Office of Enforcement and Compliance Assurance (AA/OECA). OC serves as the principal advisor to the AA/OECA on the implementation and oversight of activities related to compliance with EPA's environmental laws, including: the Clean Air Act (CAA); Clean Water Act (CWA); Oil Pollution Act (OPA); Federal Insecticide, Fungicide and Rodenticide Act (FIFRA); Resource Conservation and Recovery Act (RCRA); Safe Drinking Water Act (SDWA); and the Toxic Substances Control Act (TSCA) including the Asbestos Hazard Emergency Response Act (AHERA) and the Residential Lead-Based Paint Hazard Reduction Act.

The Office of Compliance (OC) serves as the national technical expert, in coordination with the Agency program offices, on all matters relating to media program compliance activities and is responsible for designing and implementing compliance assurance programs, including environmental problem and/or sector oriented programs. OC works with other OECA offices, programs, regions, states and tribes to address and enhance regulatory compliance among all segments of the regulated community. OC is the OECA lead for compliance and enforcement strategic planning and targeting processes and provides policy and interpretive guidance, direction and oversight to Regional, State and Tribal enforcement programs on national enforcement initiatives and program priorities. OC establishes inspection priorities and policies; supports compliance monitoring in Regions, States and Tribes; and targets compliance assistance initiatives along sector and media lines; develops, implements and assesses accurate measures of compliance with and enforcement of environmental statutes; manages data collection, quality assurance, analysis and use of national compliance and enforcement data; integrates and modernizes data systems in order to provide compliance and enforcement information for program management and performance purposes and makes information available to the public. OC is also responsible for the provision of training to enforcement personnel through the National Enforcement Training Institute (NETI).

The Office of Compliance works closely with other OECA offices and also coordinates closely with the Office of Solid Waste and Emergency Response (OSWER); Office of Water (OW); Office of Chemical Safety and Pollution Prevention (OCSPP); Office of Air and Radiation (OAR); Office of the Chief Financial Officer (OCFO); Office of Environmental Information (OEI); the EPA Regional Offices; States; and Tribal governments. OC represents compliance assurance perspectives to other offices and represents OECA on task forces, workgroups and at meetings where issues relating to compliance and enforcement programs are under consideration. OC also represents the Agency's position on compliance activities with external groups, including States, Indian Tribes, other Agencies, Office of Management and Budget, Congress, Department of Justice, media, industry and public interest groups.

OC is responsible for making specific Clean Air Act applicability determinations, while applicability determinations for other statutes reside within the appropriate Agency program office. Representing OECA on Agency rulemaking workgroups, OC will ensure rules are enforceable, with adequate reporting requirements. OC also looks to ensure Next Generation Compliance is built into EPA rules, with provisioning such as e-reporting, use of advanced monitoring technologies, and innovative enforcement considered in the rule making process.

RESOURCE MANAGEMENT STAFF. The Director of the Resource Management Staff reports directly to Director and Deputy Director of the Office of Compliance. The Resource Management Staff is responsible for establishment and oversight of all personnel and administrative operations and policies for OC; oversight and support of infrastructure aspects of the work place; assurance for the Office's compliance with the Federal Managers Financial Integrity Act (FMFIA); formulation and execution of the OC budget; recruitment and retention of human resources, facilities and infrastructure management; contract and grant management activities.

THE BUDGET TEAM. Led by a Team Leader, the Budget Team will perform budget formulation, execution and payroll functions at both the OC Office level and in support of the OC divisions.

PLANNING, MEASURES, AND OVERSIGHT DIVISION. The Director of the Planning, Measures, and Oversight Division (PMOD) reports directly to the Director of the Office of Compliance. The PMOD leads the planning and results measurement functions for OECA's compliance and civil enforcement programs; develops and implements a framework of routine, nationally consistent oversight of state and EPA directly implemented enforcement and compliance programs, and develops policy and monitors enforcement on Indian lands. PMOD contains two branches as described below.

NATIONAL PLANNING AND MEASURES BRANCH. The National Planning and Measures Branch (NPMB) reports directly to the Director of the Planning, Measures and Oversight Division. The Branch manages the process for developing OECA's portions of the Agency's Strategic Plan, including the creation of OECA's performance goals, objectives and annual targets. NPMB coordinates the development of new measures to augment or replace current performance measures, conducts studies to identify ways to assess environmental consequences of pollutants and to develop and test new

measurement techniques and methodologies. NPMB coordinates activities to identify and select national enforcement priorities and initiatives for the federal compliance assurance program and assists in the selection and management of new national initiatives. The Branch coordinates the development and publication of the annual NPM guidance to help EPA regions prioritize their compliance assurance work and manages the annual commitment system (ACS). The Branch collects information from regions and EPA databases that is used to report EPA compliance assurance performance. The Branch works with other offices to develop and provide annual narrative information on the achievements and highlights of the compliance assurance program. The Branch negotiates measures language, targets, and baselines with OMB. The Branch gathers program performance information and enters this information into the appropriate databases. NPMB develops and publishes guidance on how to calculate outcomes from enforcement actions. The Branch also reviews regional calculations of outcomes to assure nationally consistent application of the guidance.

STATE AND TRIBAL PERFORMANCE BRANCH. The State and Tribal Performance Branch (STPB) reports directly to the Director of the Planning, Measures and Oversight Division. The Branch serves as the liaison to the state environmental agencies, such as ECOS and state media associations (ACWA, NACAA, ASTSWMO). STPB oversees development and implementation of a comprehensive framework of routine, nationally consistent oversight of state and EPA direct implementation enforcement programs that lead to measurable improvement in program performance. The State Review Framework also includes reviews of the regions' direct implementation (DI) of programs that have not been authorized for state implementation; and identifies and resolves prevalent or persistent national program performance issues. The Branch provides substantive advice and counsel to the Assistant Administrator, the Deputy Assistant Administrator, the OC Office Director, other OECA offices, program offices and the regions on all EPA-wide and OECA-specific Indian country enforcement and compliance assurance law and policy matters. This involves the review of policies, guidance, legislation, and other material or documents that may affect Indian country. STPD coordinates federal Indian law and policy issues within OECA and works directly with the EPA Regions, Program Offices, the American Indian Environmental Office (AIEDO), the Office of the General Counsel, the Office of the Inspector General, the Department of Justice, the Department of Interior, other federal agencies and Indian tribes. STPD reviews environmental justice issues arising in Indian country and provides guidance on how to integrate these issues within the context of EPA's federal Indian law practice. The Branch develops approaches to ensuring compliance in Indian country by working within OECA and the EPA Regions on current and emerging Indian country enforcement and compliance assurance matters as well as implementing core and national OECA and EPA priorities. Also, the Branch reviews all proposed civil enforcement actions against tribally-owned/operated facilities and coordinates Indian country enforcement matters within OECA, AIEDO and OGC.

NATIONAL ENFORCEMENT TRAINING INSTITUTE. NETI, under the supervision of a Division Director who reports directly to the Office Director, provides comprehensive, multi-

statute, civil and criminal environmental enforcement and compliance training for Federal, state, local, and tribal lawyers, inspectors, investigators, and technical experts, consistent with the statutory mission set forth in the Pollution Prosecution Act of 1990. NETI identifies and prioritizes multi-media and media-specific enforcement and compliance training needs for EPA Headquarters, Regional Offices, state, local, tribal, and other governmental authorities; and develops and/or tailors appropriate and sufficient training programs to meet those training needs. NETI delivers traditional classroom training, develops and utilizes new electronic and remote training tools, such as satellite, interactive video, e-learning that is SQORM and 508 compliance, and Webinars to maximize the cost-effectiveness of NETI training programs and services. NETI develops and fosters partnerships with EPA Offices, and other Federal, state, local, tribal, and other governmental authorities and their representative organizations to better and more efficiently fulfill the NETI mission. NETI develops and implements internal, external, and online communication systems to increase awareness of NETI programs and services. The Director of NETI manages the OECA Legal Intern Program.

ENFORCEMENT TARGETING AND DATA DIVISION. The Enforcement Targeting and Data Division (ETDD), under the supervision of a Director, who reports directly to the Office Director, provides information management services across OECA and the regions. This includes the operation, maintenance, enhancement, integration and modernization of compliance and enforcement information systems, making compliance data publicly available and acting as liaison to other EPA program offices on compliance and enforcement data issues related to their own data systems. ETDD incorporates risk reduction, environmental justice and pollution prevention techniques consistent with Agency priorities within its program management responsibilities.

The Division is responsible for the development and execution of targeting analyses to help assure that the Office of Enforcement and Compliance Assurance, EPA Regional Offices, and states are establishing and implementing enforcement programs in a timely and efficient manner. The Division is responsible for the annual and periodic collection and analysis of data to assess the Agency's enforcement and compliance performance. Additionally, the Division provides FOIA support and tracking for the Office.

ETDD works closely with the other Divisions in the Office of Compliance and other program offices within OECA in the management of compliance and enforcement information retrieval systems and works in concert with other programs (OSWER, OW, OAR, OCSPP, OEI) in the development, maintenance and enhancement of jointly held information systems. The Division is responsible for coordinating with the Information Management Officer and all other OECA offices on all information management functions related to program information and enforcement database management. ETDD is also responsible for data systems integration and modernization of all compliance and enforcement data systems.

The Division reviews and recommends to the Director, Office of Compliance, comments and input on proposed regulations, programs and policies impacting the Division's programs. It also represents the concerns and interests of its compliance programs to other EPA Offices, States, Tribal governments, other agencies, and Congress, as well as industry, public interest and environmental groups.

INTEGRATION, TARGETING AND ACCESS BRANCH. The Integration, Targeting and Access Branch (ITAB) develops strategic and tactical targeting tools to assist the regions, states, and tribes in their compliance and enforcement activities. The Branch is responsible for the development, maintenance and operation of data integration and public access information tools, such as the Integrated Data for Enforcement Analysis (IDEA) system, and its web-based interfaces, the Online Targeting Information System (OTIS) for state and EPA use, and the Enforcement and Compliance History Online (ECHO) system for public use. The functions of the Branch are split across two teams.

DATA INTEGRATION TEAM. This Team is responsible for the maintenance and operation of OECA's primary data integration efforts, pulling compliance and enforcement information from multiple media data systems across EPA. This Team compiles data runs and statistics for OC staff to utilize in their analyses and reports

TARGETING AND PUBLIC ACCESS TEAM. This Team is responsible for the development, maintenance and operation of web-based interfaces for Compliance and enforcement data. The Team develops targeting tools and analyses on a systematic, media-specific basis that work for a specific environmental problem. The Team leads OC cross-divisional "targeting teams" for each media program that develop analyses to determine potential non-compliance problems that contribute to environmental impairment, and work cooperatively with OCE and OCEFT. The Team responds to requests to assist regions and states in identifying specific facilities that might have violations related to specific initiatives. They develop online, web-based tools; provide training on targeting; develop best practices to assist in building capacity for targeting at the regional and state levels; and develop capacity for GIS services that can allow users to identify targets via mapping applications including EPA's Geoplatform. The Team plays the lead role in OECA in enhancing public access to compliance and enforcement information, including the development and operation of electronic tools (such as the ECHO website) to provide the public with access to EPA and state enforcement and compliance information.

DATA SYSTEMS AND INFORMATION MANAGEMENT BRANCH. This Branch operates, maintains and provides technical and user support for various existing legacy data systems for Agency compliance and enforcement data. DSIMB is responsible for modernization of the legacy systems, including the development, implementation and support of these modernized systems, such as the Integrated Compliance Information System (ICIS). The Branch is responsible for reaching out to the diverse and numerous users of its data systems to ensure that the systems are designed, developed and implemented consistent with user and program needs. DSIMB develops and implements procedures to compile annual and periodic data on the outcomes and results of the

enforcement and compliance program. The Branch develops reports on the annual and periodic performance of the enforcement and compliance program at the national, regional and state levels. The Branch also develops and coordinates implementation of a data quality strategy. The functions of the Branch are split across three Sections.

MEDIA SYSTEMS SECTION. This Section operates, maintains, enhances and provides technical and user support for the legacy data systems for Agency compliance and enforcement data.

ICIS CUSTOMER SUPPORT SECTION. This Section supports all customers of the Integrated Compliance Information System. The Section supports current users, prospective users, and all stakeholders of the ICIS system. The Section is comprised of two Teams:

ICIS REPORTING TEAM. This Team is responsible for maximizing the useability of ICIS by designing userfriendly reports and data retrieval capabilities. The Reporting Team is responsible for the quarterly and end-of-year reporting and analyses for the compliance and enforcement program. These numbers and analyses are utilized in a number of ways by the other members of OC in compiling statistics and other analyses on regional, state and program performance.

ICIS TRAINING & USER SUPPORT TEAM. This Team works with users of ICIS on an ongoing basis and designs, develops, and conducts the training necessary for effective use of the system. This Team coordinates closely with the ICIS Reporting Team and the ICIS Operations, Maintenance & Modernization Section to ensure that user communications are always timely and correct.

ICIS OPERATIONS, MAINTENANCE & MODERNIZATION SECTION. This Section is responsible for the operations and maintenance of ICIS, and for modernization of the compliance and enforcement program's legacy systems, including the design and development of the ICIS components for these systems as they are modernized.

MONITORING, ASSISTANCE AND MEDIA PROGRAMS DIVISION. The Director of the Monitoring, Assistance and Media Programs Division (MAMPD) reports directly to the Director of the Office of Compliance. The Division integrates the use of compliance monitoring and assistance to promote and improve compliance with the Clean Water Act (CWA) [National Pollutant Discharge Elimination System (NPDES) Section 402, Oil Pollution Act (OPA) and Spill Prevention Control and Countermeasures (SPCC) Section 311, Section 404 [Wetlands], the Safe Drinking Water Act (SDWA), the Stationary Source Clean Air Act (CAA) programs New Source Performance Standards (NSPS), National Emission Standards for Hazardous Air Pollutants (NESHAP), Section 601 Stratospheric Ozone, and 112(r) Prevention of Accidental Releases], the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), the Resource Conservation and Recovery Act (RCRA), and the Toxic Substances Control Act (TSCA). The

Division provides multi-faceted support to EPA, state, local, and tribal enforcement programs in implementing its responsibilities. The Division leads the development and oversight of cross-cutting national compliance monitoring and assistance policies and guidance.

The MAMPD ensures nationally consistent implementation of regulations, policies, and guidance for environmental statutes; provides program leadership to advance OECA compliance and enforcement goals and the mission of EPA and state, tribe and local programs; provides virtual compliance assistance information to educate state, tribe, and local entities, the regulated community and the public on environmental compliance; provides the public with access to compliance and enforcement information; designs and implements compliance assistance and compliance monitoring programs to increase the technical capacity of regional, state, local and tribal compliance personnel (e.g., inspectors, compliance officers, etc.); and conducts laboratory inspections and data audits.

In addition, the Division supports the development of enforceable regulations including innovative approaches, and adequate compliance monitoring enforcement provisions; provides information on the specific application of national compliance policies; represents the concerns and interests of compliance programs to other EPA offices, Congress, states, tribes, and other government agencies, as well as industry, public interest groups, and environmental groups; develops compliance materials and tools for the regions, states, tribes, local agencies, and the regulated community; provides technical expertise on compliance for both the core and national initiatives, ensures national consistency through the oversight of regional and state media program implementation; works on technological tools to modernize the process of conducting and reporting inspections, develops and maintains trained and credentialed inspectors per EPA Order 3500.1 to provide support to regions, states, local agencies and tribes on the technical aspects of compliance inspections, particularly in support of EPA's civil enforcement program.

COMPLIANCE POLICY STAFF. The Director of the Compliance Policy Staff (CPS) reports directly to the, Monitoring, Assistance and Media Programs Division Director. CPS develops and provides oversight on cross-cutting national compliance monitoring and assistance policies and guidance to enhance the use and integration of compliance monitoring and assistance tools across EPA, state, local and tribal governments. The staff develops policies that effectively address issues that impact cross media national compliance monitoring and assistance programs. CPS works with the Division's Branches to identify and help address media-wide and emerging issues that can be best addressed by developing national multi-media compliance assistance and/or compliance monitoring policies, guidance, tools and strategies. CPS maintains EPA Order 3500.1 (Training Requirements) and EPA Order 3510 (Credentials). CPS establishes national policy for the issuance of EPA credentials, tracks credentials issued by regions and other HQs' offices, and collects and reports data on those credentials. CPS implements and oversees agreements on credentials between regions and states and tribes seeking credentials. CPS is charged with overall coordination of the implementation of national expectations for conducting inspections. CPS develops and operates mechanisms to communicate information to inspectors. CPS serves as the OECA lead to coordinate and promote the use of electronic data flows and technology by inspectors in the field to increase the efficiency of inspection and evaluation programs. In addition, the Policy

Staff manages OC's Compliance Assistance Centers by managing the grant process and working with grantees to develop and maintain the centers. CPS periodically analyzes compliance issues to identify new Center candidates. CPS coordinates among grantees, collaborates with other partners (e.g., program offices, other providers) to distribute Agency information on compliance. Additionally, CPS supports the development of Agency-wide sector or topic based Web portals where center development is not an option. CPS maintains OC's compliance assistance web pages. CPS collaborates with partners and stakeholders within and outside the government as appropriate to advance its programs. The Division uses new information tools to foster collaboration and more transparent communication with the public.

WATER BRANCH. The Director of the Water Branch reports directly to the Monitoring, Assistance and Media Programs Division Director. The Water Branch promotes and improves compliance with the Clean Water Act (CWA), Oil Pollution Act, and the Safe Drinking Water Act (SDWA), through the integration of compliance monitoring and assistance. It provides multi-faceted support to EPA, state and tribal water enforcement programs. Specifically, the Branch supports the development of enforceable regulations, ensures adequate compliance monitoring provisions, participates in rule workgroups, provides comments on proposed legislation, and coordinates with other Agency offices as appropriate for all Agency water programs. The Branch provides information on the specific application of national compliance monitoring and assistance policies as they relate to the Agency's water programs. The Branch represents the concerns and interests of its water compliance monitoring and compliance assistance programs to other EPA offices, Congress, states, tribes, and other government agencies, as well as industry, public interest groups, and environmental groups. The Branch develops water-related compliance monitoring and compliance assistance materials and tools. The Branch manages and maintains its water program-specific compliance monitoring and assistance web pages to include new tools and information. The Branch coordinates with the CPS to link its program specific assistance information to the appropriate Compliance Assistance Centers, and to link its program specific compliance monitoring programs to the appropriate compliance monitoring (inspection) web pages. The Branch ensures nationally consistent core and national priority water programs through oversight of regional and state program implementation. The Branch provides oversight through a variety of mechanisms including, but not limited to, support of the State Review Framework (SRF), the National Program Manager's (NPM) Guidance, and the Annual Commitment System (ACS), as appropriate. The Branch provides technical expertise on compliance monitoring and assistance for both core program and national initiatives for the water program. The Branch works to incorporate the latest technology into the processes of conducting and reporting inspections. The Branch develops statute and water program-specific national policies, guidance, and monitoring strategies to assist the regions, states, tribes, and local agencies in implementing their environmental programs. The Branch provides water-specific input in the development of cross-media (or multi-media) compliance monitoring and compliance assistance policies. The Branch develops and maintains a cadre of trained, credentialed inspectors to provide support to regions, states local agencies, tribes and headquarters offices. As requested, these personnel may conduct inspections, develop and present inspector training, provide

oversight of regional, state, tribal and local inspection programs, and perform other fact-finding activities. These inspectors will use their experience and expertise to inform and impact the regulatory development process. They will work closely with OC's targeting group, following up in the field on potential new national priority areas. Branch inspectors conduct and provide training on water compliance inspections, record searches, structured interviews, computer-based information retrieval and new rules for regional, state, local and tribal compliance personnel. The Branch collaborates with partners and stakeholders within and outside the government as appropriate to advance its programs. The Branch uses new information tools to foster collaboration and more transparent communication with the public.

AIR BRANCH. The Director of the Air Branch reports directly to the Monitoring, Assistance, and Media Programs Division Director. This Branch focuses its compliance assurance efforts on the Stationary Source CAA programs [New Source Performance Standards (NSPS), National Emission Standards for Hazardous Air Pollutants (NESHAP), Section 601 Stratospheric Ozone, and 112(r) Prevention of Accidental Releases]. The Branch works with regions, states, tribes, and local agencies to develop CAA strategies, initiatives, and emerging programs. The Branch supports the development of enforceable CAA regulations, provides comments on proposed legislation, participates on Agency workgroups, and coordinates with other Agency offices as appropriate. In addition, the Branch: provides information and responds to questions on CAA programs and regulations through regulatory interpretations, applicability determinations, and alternative monitoring decisions, and provides a publicly accessible repository of all such decisions; represents the concerns and interests of the CAA compliance monitoring and assistance programs; develops CAA compliance monitoring and assistance materials and tools; coordinates with CPS office to link its program-specific assistance information to the appropriate Compliance Assistance Centers, and to link its compliance monitoring programs to the appropriate compliance monitoring (inspection) web pages; ensures nationally consistent CAA core and national initiative programs through oversight of region, state, tribe, and local agency program implementation; and provides technical expertise on CAA compliance monitoring and assistance. The Branch develops and maintains a cadre of trained, credentialed inspectors to provide support to regions, states local agencies, tribes and headquarters offices. Upon request, these personnel may conduct inspections, develop and present inspector training, provide oversight of regional, state, tribal and local inspection programs, and perform other fact-finding activities. In addition, the Air Branch implements and manages the Federal Wood Heater NSPS Program and manages the CAA Information Collection Request (ICR) process.

PESTICIDES, WASTE & TOXICS BRANCH. The Director of the Pesticides, Waste and Toxics Branch (PWTB) reports directly to the Monitoring, Assistance, and Media Programs Division Director. The PWTB promotes and improves compliance with the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), the Resource Conservation and Recovery Act (RCRA), the Toxic Substances Control Act (TSCA) and agriculture programs. The Branch provides multi-faceted support to EPA and state hazardous waste, pesticides and toxic substances compliance programs. It oversees environmental

compliance programs for all media for agricultural production, including crops, livestock, forestry, agricultural chemicals, irrigation, lawn care, and pest control. The Branch provides technical expertise on FIFRA, RCRA, and TSCA compliance monitoring and compliance assistance for both the core and national initiatives and ensures nationally consistent programs for each media through oversight of regional, state, tribe, and local program implementation. The Branch supports the development of enforceable FIFRA, RCRA and TSCA regulations to ensure adequate compliance monitoring provisions and provides comments on proposed legislation language. The Branch provides information and responds to questions on its statutory programs and the agriculture program, including the applicable regulations and policies. Branch represents the concerns and interests of its compliance monitoring and assistance programs to other EPA offices, Congress, states, tribes, and other government agencies, as well as industry, public interest, and environmental groups. The Branch develops compliance monitoring and assistance materials and targeting tools and provides media-specific input in the development of or multi-media compliance monitoring and assistance policies. The Branch manages and maintains its program specific compliance monitoring and assistance web pages to include new tools and information. The Branch coordinates with the CPS to link its program specific assistance information to the appropriate Compliance Assistance Centers, and to link its program specific compliance monitoring programs to the appropriate compliance monitoring (inspection) web pages. The Branch develops national FIFRA, RCRA and TSCA policies, guidance documents, and monitoring strategies to assist the regions, states, tribes, and local agencies in the implementation of their environmental programs. The Branch develops and maintains a cadre of trained, credentialed inspectors to provide support to regions, states local agencies, tribes and headquarters offices. As requested, these personnel may conduct inspections, develop and present inspector training, provide oversight of regional, state, tribal and local inspection programs, and perform other fact-finding activities. Inspectors use their experience and expertise to inform and impact the regulatory development process. They work closely with the Office's targeting group, following up in the field on potential new national priority areas. Inspectors conduct and provide training on FIFRA, RCRA and TSCA compliance inspections and evaluations, record searches, structured interviews, computer-based information retrieval, and new rules for regional, state, local and tribal compliance personnel. The Branch works to incorporate the latest technology into the processes of conducting and reporting inspections, and delivering compliance assistance for the regions, states, tribes, local. In addition, the Branch: administers the FIFRA state/tribal cooperative agreement program and manages the Pesticide Enforcement and TSCA Grant Programs; administers the pesticide producer establishment registration and production reporting program under Section 7 of FIFRA; maintains and operates the National Agriculture Center to provide information on compliance with environmental requirements that impact agriculture, facilitate coordination and communication on agricultural issues among headquarters and the regions and serve as the gateway to EPA's information on agriculture to stakeholders outside of EPA; and collaborates with partners and stakeholders within and outside the government as appropriate to advance its programs. The Branch uses new information tools to foster collaboration and more transparent communication with the public.

GOOD LABORATORY PRACTICES SECTION. This Section, under the supervision of a Section Chief, who reports to the PWTB Branch Chief, is responsible for implementing the Agency's Good Laboratory Practices (GLP) compliance monitoring program through laboratory inspections and data audits to assure the quality and integrity of test data submitted under TSCA and FIFRA. The Section also represents EPA in international activities on GLP compliance monitoring, including providing training to international GLP inspectors.

FUNCTIONAL STATEMENT

OFFICE: Office of the Science Advisor

HEADQUARTERS OFFICE: Office of Research and Development

ORGANIZATION HEAD: EPA Science Advisor
(Assistant Administrator for Research and Development)

REPORTS TO: Administrator, US Environmental Protection Agency

FUNCTIONS:

The Office of the Science Advisor (OSA) supports the EPA Science Advisor in his/her key functions including:

- Advising the EPA Administrator on science and technology activities and issues, including the work at all Regional and Program laboratories at EPA;
- Coordinating cross-Agency science and technology policy issues;
- Resolving conflicts related to science and science policy;
- Providing vision on science and technology matters, and advancing emerging issues; and
- Supporting the EPA Science Advisor in his role as face of/spokesperson for Agency science internally and externally.

Under the direction of the EPA Science Advisor, OSA provides leadership and serves as an honest broker for cross-Agency science and technology policy to encourage the integration of the highest quality science and technology information into the Agency's policies, decision-making process, and implementation. This work is accomplished through intra- and inter-agency networks that draw on the expertise of scientists, engineers, and policy advisors in the EPA Program and Regional Offices. In addition, OSA provides leadership on scientific integrity at EPA and serves a critical role in evaluating studies dealing with exposure of human subjects volunteering to participate in research studies conducted or supported by EPA.



Programs of the Office of the Science Advisor (OSA)

Human Studies Review Board

The Human Studies Review Board (HSRB) is a federal advisory committee that provides advice, information and recommendations on issues of human subjects research.

On this page:

- About the Human Studies Review Board
- Charter and Bylaws
- Membership and Meetings
- Request for Nominations

About the Human Studies Review Board

The Human Studies Review Board provides advice and recommendations on:

1. Research proposals and protocols
2. Reports of completed research with human subjects
3. How to strengthen EPA's programs for protection of human subjects of research

The HSRB reports to the EPA Administrator through EPA's Science Advisor. After each meeting the HSRB produces a Final Report that summarizes the advice and recommendations for each topic reviewed.

This site contains materials that were made available to or produced by the HSRB. The meeting minutes and reports posted on this site are the products of the HSRB and represent the views and recommendations of the HSRB, not the EPA. They do not represent information approved or disseminated by the EPA and, hence, do not necessarily represent the views and policies of the EPA, nor of other agencies in the Executive Branch of the federal government, nor does mention of trade names or commercial products constitute a recommendation for use.

- Establishment of the Human Studies Review Board: Federal Register Announcement

Charter and Bylaws

A charter for the Human Studies Review Board dated February 21, 2006, was issued in accordance with the provisions of FACA, 5 U.S.C. App.2 § 9. The Board's charter was reauthorized March 25, 2014. A link to information for HSRB members is also provided below.

- Human Studies Review Board Charter

- Federal Advisory Committee Act (FACA) 5 U.S.C. App.2 § 9
- Bylaws of the Human Studies Review Board
- Orientation Program for New and Existing HSRB Members

Membership and Meetings

The HSRB holds regular meetings throughout the year:

- Meetings of the Human Studies Review Board
- Members of the Human Subjects Review Board

Last updated on April 16, 2015

Office of Research and Development

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Human Studies Review Board (HSRB)

The HSRB is an independent advisory committee that operates in accordance with the provisions of the Federal Advisory Committee Act (FACA), 5 U.S.C. App. 2 § 9. It was Established by rule at Subpart P of the expanded version of EPA Regulation 40 CFR 26 (Protection of Human Subjects) promulgated by the Agency in 2006 and subsequently chartered on February 1 of that same year.

The HSRB is required by 40 CFR 26 to review and comment on all proposed and completed third-party research involving the intentional exposure of human subjects that is submitted to the Agency under the pesticide laws (see subparts K-L). In addition, the HSRB reviews the science and ethics of completed studies that the Agency identifies as relevant to a particular regulatory or policy decision. We work closely with OPP in OCSPP for these reviews.

The HSRB meets up to 4 times a year in meetings that are open to the public. More information can be found here:
<http://www.epa.gov/osa/human-studies-review-board/>.

[ORD Internet](#) | [EPA.gov](#) | [One EPA Workplace](#) | [EPA Locator](#) | [Comments](#) | [Accessibility](#)

PROPOSED FUNCTIONAL STATEMENT

OFFICE OF THE ASSISTANT ADMINISTRATOR FOR CHEMICAL SAFETY AND POLLUTION PREVENTION (OCSPP)

The functions and responsibilities outlined below are assigned to the Assistant Administrator for Chemical Safety and Pollution Prevention and are carried out by officials within OCSPP under his/her supervision.

The Assistant Administrator serves as the principal advisor to the Administrator in matters pertaining to chemical safety, pollution prevention, pesticides and toxic substances, and is responsible for implementing the: Pollution Prevention Act of 1990 (PPA); pesticides and toxic substances programs under the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA); Federal Food, Drug and Cosmetic Act (FFDCA); Toxic Substances Control Act (TSCA); Asbestos School Hazard Abatement Act of 1984 (ASHAA); Asbestos Hazard Emergency Response Act of 1986 (AHERA); Organotin Antifouling Paint Control Act of 1988 (OAPCA); Residential Lead Based Paint Hazard Reduction Act, and promoting coordination of Agency programs engaged in pollution prevention activities.

The Assistant Administrator has responsibility for: establishing Agency strategies for implementation and integration of the pollution prevention, pesticides and toxic substances programs under applicable Federal statutes; developing and operating Agency programs and policies for assessment and control of pesticides and toxic substances as well as recommending policies and developing programs for implementing the Pollution Prevention Act; developing recommendations for Agency priorities for research, monitoring, regulatory and information-gathering activities relating to the implementation of the Pollution Prevention Act and pesticides and toxic substances programs; developing robust scientific, technical and economic data for the conduct of hazard assessments and evaluations in support of pollution prevention, pesticides and toxic substances activities; directing appropriate scientific peer review for pollution prevention, pesticides, and toxic substances compliance programs; providing toxic substances and pesticides program guidance to EPA regional offices; and monitoring, evaluating and assessing pesticides and toxic substances program operations in EPA Headquarters and regional offices.

Office of Science Coordination and Policy (OSCP)

The Office of Science Coordination and Policy (OSCP) was created in January 1999 as a third office within the Office of Chemical Safety and Pollution Prevention (OCSPP) to provide advice and leadership on cross-cutting science policy issues and emphasize quality science on emerging scientific and technical issues. One way the office assures sound scientific decisions are made regarding safe pesticides, chemical management, complex pollution prevention measures or chemical safety approaches is through the leadership of the FIFRA Scientific Advisory Panel (SAP) <http://www.epa.gov/scipolicy/sap/>, Human Subjects Review Board (HSRB) for pesticides <http://intranet.ord.epa.gov/p2/hsr/human-studies-review-board-hsrb>, and the newly-established Chemical Safety Advisory Committee (CSAC) <https://www.epa.gov/csac>. They also coordinate emerging topics such as endocrine disruptors: [Endocrine Disruptor Screening Program \(EDSP\)](#) (website: <http://www.epa.gov/scipoly/oscpendo/>) and Good Laboratory Practices (GLP) audits for TSCA and FIFRA.

Science Review and Consultation Division (SRCD)

Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) Scientific Advisory Panel (FIFRA SAP)

The FIFRA SAP is composed of biologists, statisticians, toxicologists and other experts who provide independent scientific advice to the EPA on a wide-range of health and safety issues related to pesticides. The expertise of the seven members of the FIFRA SAP is augmented by the Food Quality Protection Act (FQPA) Science Review Board (SRB), a pool of scientists who assist in reviews conducted by the Panel. The Federal Advisory Committee Act governs the panel formation process.

Human Studies Review Board (HSRB)

The HSRB is an independent advisory committee that operates in accordance with the provisions of the Federal Advisory Committee Act (FACA), 5 U.S.C. App 2 § 9. It was Established by rule at Subpart P of the expanded version of EPA Regulation 40 CFR 26 (Protection of Human Subjects) promulgated by the Agency in 2006 and subsequently chartered on February 1 of that same year. The HSRB is required by 40 CFR 26 to review and comment on all proposed and completed third-party research involving the intentional exposure of human subjects that is submitted to the Agency under the pesticide laws (see subparts K-L). In addition, the HSRB reviews the science and ethics of completed studies that the Agency identifies as relevant to a particular regulatory or policy decision. We work closely with OPP in OCSPP for these reviews. The HSRB meets up to 4 times a year in meetings that are open to the public.

Chemical Safety Advisory Committee (CSAC)

The CSAC provides expert scientific advice, information, and recommendations to the Office of Pollution Prevention and Toxics (OPPT) on the scientific basis for risk assessments, methodologies, and pollution prevention measures or approaches. The primary objectives are to provide expert advice and recommendations to EPA on review of: risk assessments; models; tools; guidance documents; chemical category documents; and other chemical assessment and pollution prevention products as deemed appropriate, that are prepared by OPPT; and addressing other issues that OPPT identifies as critical to its programs.

Science Coordination Policy and Audit Division (SCPAD)

Science Coordination Policy Staff

SCPAD facilitates the Endocrine Disruptors Screening Program (EDSP). The EDSP was established in 1998 to carry out the mandate in section 408(p) of the FFDCA (21 U.S.C. 346a et. seq.), which directed EPA "to develop a screening program to determine whether certain substances may have an effect in humans that is similar to an effect produced by a naturally-occurring estrogen, or such other endocrine effect as the Administrator may designate."

The program has evolved over the years to incorporate high throughput screening (HTS) and computational methods as alternatives to the Tier 1 screening assays, significantly accelerating the pace of screening results in the estrogen pathway for more than 1,800 chemicals. The EDSP is developing additional HTS and computational methods for screening chemicals for other endocrine pathways.

Good Laboratory Practices Staff (GLP)

This staff, under the supervision of a team leader who reports to the SCPAD Director, implements the Agency's Good Laboratory Practices compliance monitoring through laboratory inspections and data audits to assure the quality and integrity of test data submitted under TSCA and FIFRA, and represents EPA in International activities on GLP compliance monitoring.

Office of Science Coordination Policy (OSCP)

Organization Chart

Stanley Barone, Office Director (acting),
(202) 564-8429
Inza Graves, Deputy Director, (202) 564-8454

IO

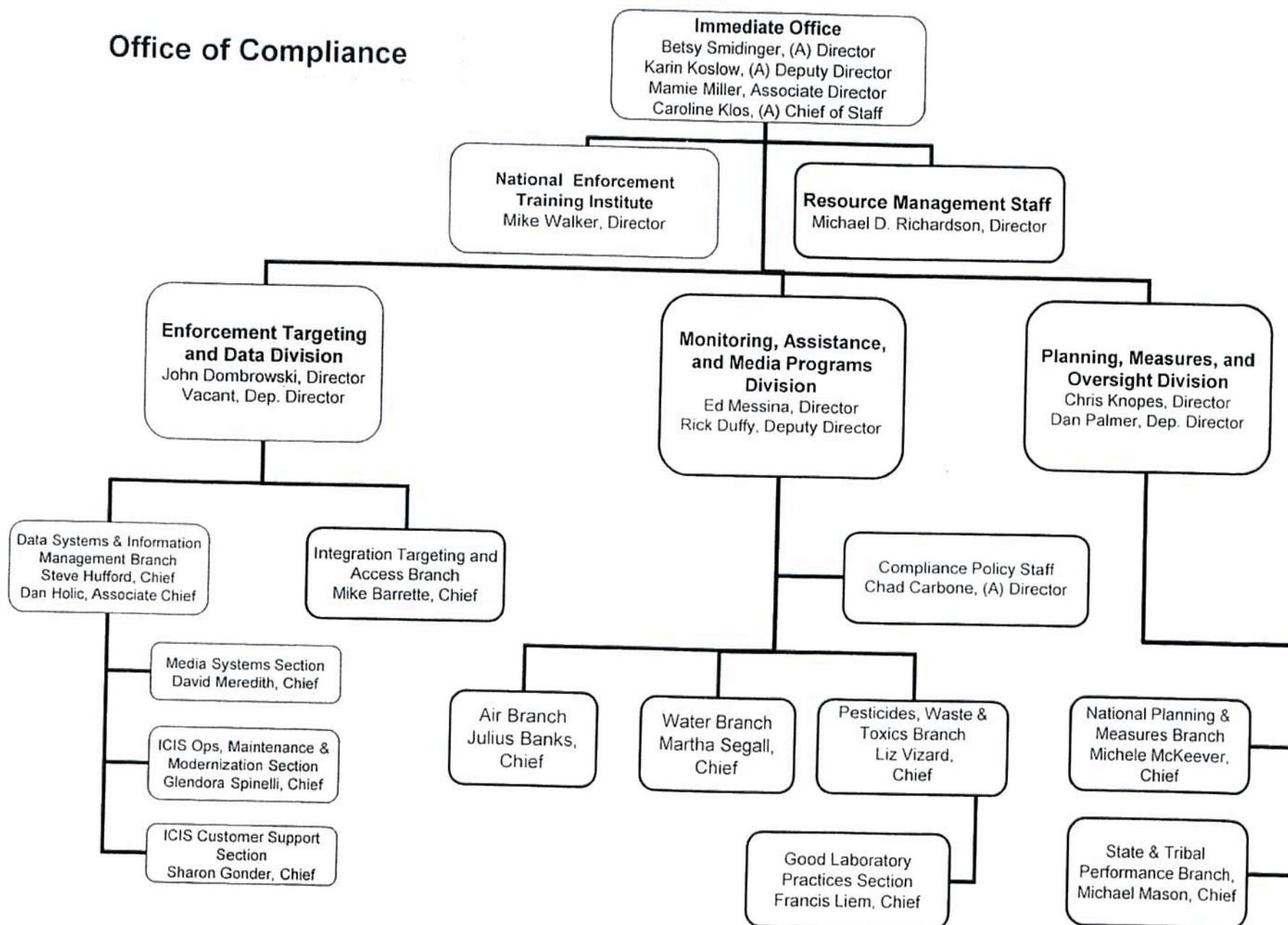
Laura Bailey, Supervisory Physical Scientist,
(202) 564-3181
Scientific Advisory Panel (SAP)
Chemical Safety Advisory Committee (CSAC)



Exposure Assessment, Coordination and Policy
Division (EACPD)
(202) 564-8430

VACANT - Division Director

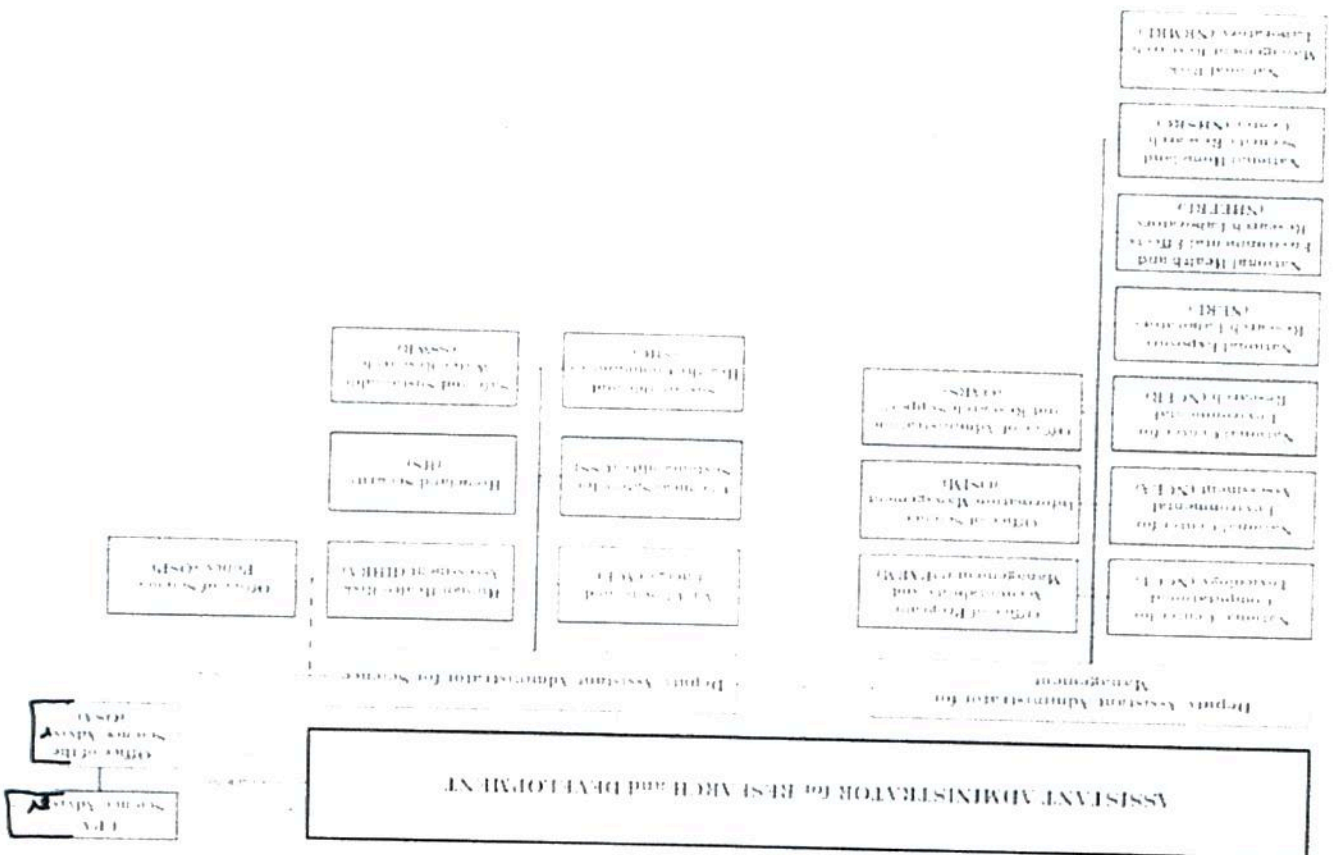
Office of Compliance



A = Acting

As of November 1, 2015

Organization Chart



Read more

ORD Internet | EPA.gov | One EPA Workplace | EPA Location | Comments | Accessibility

Office of Science Coordination Policy (OSCP)
Proposed Organization Chart

Stan Barone Jr., Acting Office Director
202/564-1169
Inza Graves, Deputy Office Director
202/564-8454

Science Review and Consultation Division
(SRCD)

Laura Bailey, Acting Division Director
202/564-3181

Scientific Advisory Panel (SAP)
Science Advisory Committee on Chemicals
(SACC)
Human Studies Review Board (HRSB)

Science Coordination Policy and Audit Division
(SCPAD)

VACANT, Division Director
202/564-8006

Science Coordination Policy Staff (Team Lead)
Audit Staff (Team Lead)

EPA ORGANIZATION CODE CHANGE REQUEST FORM

(11/2015 Edition)

Proposed Effective Date:

REGION/AASHIP: OCSPP

Instructions: Please complete the Organization code change form and forward it as part of the final reorganization package (without the examples). All requested changes will be reviewed by the agency's reorganization team for conformity with system code change procedures. Failure to provide this information may delay processing of this request. There must ~~one~~ be one line for each Type of Change. Deleted organizations will be inactivated and the Current Organization Name and Organization Code needs to be provided. New organizations start at Type of Change with "New Organization" and fill in the rest to the right. Please provide the City and State, "Duty Location" of the new organization. When Renaming organizations, if it changes in the organizational level then that organization can not be changed. It needs to be listed as a Delete and a New Organization created with the new name. Renamings stay at the same level in the organization hierarchy.

[illegible]



COMMENTS RESOLUTION SUMMARY

Office of Science Coordination and Policy (OSCP)
Inza Graves, 202-564-8454

[illegible]



MEMORANDUM

DATE:

SUBJECT: Office of Science Coordination and Policy, Science Review, and Exposure Assessment, Coordination and Policy Reorganization Proposal – **REORGANIZATION DECISION MEMORANDUM**

FROM: Stan Barone, Jr., Director (acting)
Office of Science Coordination and Policy (OSCP)

A handwritten signature in black ink, appearing to read "Stanley Barone, Jr.", written over the printed name in the "FROM" field.

TO: James Jones, Assistant Administrator
Office of Chemical Safety and Pollution Prevention (OCSPP)

NEED OSCP requests your permission to reorganize, facilitating the transfer of four Full Time Equivalent (FTE) and associated payroll, contracts, Working Capital Fund (WCF) and travel resources from the Office of Enforcement and Compliance (OECA), and one FTE and associated payroll and WCF resources from the Office of Research and Development, Office of the Science Advisor, Human Studies Review Board.

PROPOSAL

- Significant Changes:
 - Establish Science Review and Consultation Division (SRCD) to realign transferred HSRB employee and reassign current Scientific Advisory Panel (SAP)/Chemical Safety Advisory Committee (CSAC) staff. OSCP recently established the CSAC to provide expert scientific advice/recommendations to the Office of Pollution Prevention and Toxics (OPPT) for chemical assessments, methodologies and other complex pollution prevention measures or chemical safety approaches. OSCP's SAP/CSAC is currently a staff element in the Immediate Office. We propose to combine ORD/SA's Human Studies Review Board FTE with SAP/CSAC FTEs to form the SRCD which will more accurately describe the work of the transferred functions.
 - Change name of Exposure Assessment, Coordination and Policy Division to Science Coordination Policy and Audit Division (SCPAD).
- Key Discussions To Date:
 - Ongoing discussions with OECA, ORD Science Advisor, OCSPP, and OSCP managers.
 - Informed LER of reorganization on December 2, 2015; Unions informed.
 - Met with Francisca Liem, GLP supervisor, on December 3, 2015.

- Facilitated All Hands with GLP staff on December 7, 2015.
- Showed prospective space to GLP employee on December 11, 2015.
- Continuous conversations with OSA/ORD SA and OECA/OC management.

REVIEW AND ANALYSIS

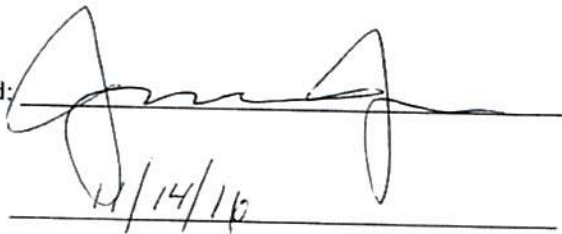
- Reviews and Comments Resolution: Emails sent to OECA and ORD with attached Reorganization Proposal.
- 14/15 Ceiling and Supervisor-to-staff Ratio: 1:8; no change.

RECOMMENDATION:

I have received notice from the Office of Administration and Resources Management's Office of Human Resources that all comments have been satisfactorily resolved and the proposal is ready for approval.

Approved: _____

Date: _____

A handwritten signature is written over the 'Approved:' line. Below the signature, the date '11/14/16' is handwritten over the 'Date:' line.

Attachments:

- Tab A:** Reorganization Proposal Forms
- Tab B:** Comments Resolution Summary

Proposed Title Change:

Please provide the following information:

Current Organizational Title: Office of Chemical Safety and Pollution Prevention (OCSPP), Office of Science Coordination and Policy (OSCP), Immediate Office (IO)

Proposed Organizational Title: Office of Chemical Safety and Pollution Prevention (OCSPP), Office of Science Coordination and Policy (OSCP), to Science Review and Consultation Division (SRCD)

Current Organizational Title: Office of Chemical Safety and Pollution Prevention (OCSPP), Office of Science Coordination and Policy (OSCP), Exposure Assessment, Coordination and Policy Division (EACPD)

Proposed Organizational Title: Office of Chemical Safety and Pollution Prevention (OCSPP), Office of Science Coordination and Policy (OSCP), to Science Coordination Policy and Audit Division (SCPAD)

Certifications:

Check all boxes that apply:

X Staffing: This title change proposal is changing our organizational title associated with each of our employees. There are no other staffing impacts.

X Organizational Charts: This title change proposal is changing our organizational title in our organizational charts. There are no other organizational impacts.

X Functional Statements: This title change proposal is changing our organizational title in our functional statements. There are no other functional impacts.




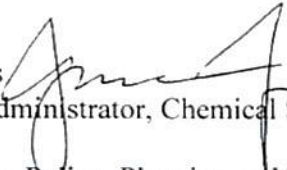
*The title change proposal must be completed, signed by the Assistant Administrator/Regional Administrator, submitted to Troy Boxton, Office of Human Resources, Policy, Planning and Training Division and your designated HR Shared Service Center Representative via **email and hardcopy** for review. If there are any questions regarding this form, please refer to the agency's reorganization website for additional information at: <http://intranet.epa.gov/ohr/programs/reorg/steps.htm>*

MEMORANDUM

DATE: November 9, 2016

SUBJECT: Office of Science Coordination and Policy, Scientific Advisory Panel and Exposure Assessment, Coordination and Policy Title Change Proposal

FROM: Stan Barone Jr., 
Acting Director, Office of Science Coordination and Policy (OSCP)

THRU: James Jones 
Assistant Administrator, Chemical Safety and Pollution Prevention (OCSPP)

TO: Troy Boxton, Policy, Planning and Training Division, Office of Human Resources

Purpose:

To form a new division in OSCP and change the name of the current division.

Background:

This is a Level 1 reorganization. Management in the offices of Office of Research and Development, Office of the Science Advisor (ORD/OSA); Office of Enforcement and Compliance Assurance, Office of Compliance (OECA/OC); and the Office of Chemical Safety and Pollution Prevention (OCSPP/OSCP) have agreed to transfer four FTE from OECA and one FTE from ORD/OSA to OCSPP/OSCP. OSCP proposes to form the Science Review and Consultation Division (SRCD) and realign the employees on the SAP/CSAC staff to the division, along with the one permanently-transferred FTE from ORD. Additionally, OSCP proposes to change the name of the Exposure Assessment, Coordination and Policy Division (EACPD) to the Science Coordination Policy and Audit Division (SCPAD) and realign the employees in EACPD with the permanently-transferred employees from OECA. The offices have held several meetings; to include the Unions, Labor and Employee Relations, and affected employees.